



Reference: AF11/862 LD

**MAYOR
COUNCILLORS
CITY OF MOUNT GAMBIER**

Members

1. NOTICE is hereby given that a meeting of the Council of the City of Mount Gambier will be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier on **TUESDAY, 21st OCTOBER, 2014 AT 6.00 P.M.**
2. Notice is hereby given that the Standing Committees (Committee Room and Level 1 Conference Room) and Development Assessment Panel (Level 1 Conference Room) will meet at the Civic Centre, 10 Watson Terrace, Mount Gambier on the days and dates as follows:

Corporate and Community Services Committee	No Meeting Scheduled for November due to Local Government Elections
Operational Services Committee	No Meeting Scheduled for November due to Local Government Elections
Development Assessment Panel	Thursday, 20th November, 2014 at 5.45 p.m.

Mark McSHANE
CHIEF EXECUTIVE OFFICER

14th October, 2014
LD

CITY OF MOUNT GAMBIER

Meeting to be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier
on Tuesday 21st October, 2014 at 6.00 p.m.

AGENDA

COUNCIL

PRESENT: Mayor SA Perryman

Cr A Lee
Cr J Maher
Cr D Mutton
Cr H Persello
Cr PG Richardson
Cr B Shearing
Cr AT Smith
Cr I Von Stanke
Cr MR White

APOLOGY/IES: moved the apology received from be accepted.

seconded

<u>COUNCIL OFFICERS:</u>	Chief Executive Officer	-	Mr M McShane
	Director – Corporate Services	-	Mr G Humphries
	Engineering Manager	-	Mr D Morgan
	Manager Community Services and Development	-	Ms B Cernovskis
	Governance Officer	-	Mr M McCarthy
	Administrative Officer Executive Support	-	Mrs F McGregor

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

**CONFIRMATION
OF MINUTES:**

held on 16th September, 2014 be taken as read and confirmed.

seconded

MAYORAL REPORT - Ref. AF11/881

**REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS /
ACTIVITIES** - Ref. AF11/882

Member

Organisation

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moved the reports made by Council representatives on outside organisations / activities be received.

seconded

QUESTIONS:

(a) With Notice – Nil submitted.

(b) Without Notice -

PETITIONS: Nil

NOTICE OF MOTION TO RESCIND: Nil

ELECTED MEMBERS WORKSHOPS: Ref. AF11/2028

One Elected Members Informal Workshop for the Overview of ICAN – Headspace (details attached) was conducted between 17th September, 2014 and 20th October 2014.

COMMITTEE MINUTES

OPERATIONAL SERVICES COMMITTEE MINUTES – 14th October, 2014

moved that the minutes of the meeting held 14th October, 2014 be received.

seconded

1. STRATEGIC MANAGEMENT - Internal - Operational Services Committee - Business Arising Table - Ref. AF11/1900

Goal: Governance
 Strategic Objective: (i) Develop an improved means of communication and engagement between Council and the community (including vulnerable communities) in the building of community capacity

Cr Mutton moved it be recommended that the Business Arising Schedule be recorded for information.

Date of Motion	Subject Matter	Action Required	Responsibility	Status	Comments
CORPORATE AND COMMUNITY SERVICES					
20/11/2012	Establishment of City Development Framework	<ul style="list-style-type: none"> Expressions of Interest Process Council Report 	Chief Executive Officer	In Progress	<ul style="list-style-type: none"> City Development Framework Sub-Committee established December 2013 to oversee project. Professor John Martin engaged by Council Draft Futures Paper being prepared, Professor John Martin in Mount Gambier 12 - 16th May, 2014. May/June 2014 - consultation to commence to develop strategies. Final Draft completed in July and desktop published for community consultation commencing 1st August - 29th August. Integration of community feedback and completion of final document for Council endorsement October 2014.
20/08/2013	Umpherston Sinkhole	<ul style="list-style-type: none"> Expressions of Interest Process Council Report 	Governance Officer	In Progress	Negotiations continuing with potential operator.
17/09/2013	China Relationship	Further investigations/members workshop	Chief Executive Officer	In Progress	<ul style="list-style-type: none"> Initial workshop held Regional workshop scheduled on 5th December Members Informal workshop on 6th December

					<ul style="list-style-type: none"> • Further workshop scheduled for 19th February 2014. • Council Report and resolution in March to proceed to further investigation. • Members Workshop with Sean Keenihan - 12th June, 2014
17/09/2013	Smoke Free areas	Implementation of	Operational Services, Governance Officer, Manager Community Services and Development	In Progress	Internal Review and report to be developed.
18/3/2014	Men's Shed	Convene Project Group to finalise arrangements for Men's Shed at Council Depot Site.	Chief Executive Officer, Governance Officer, Director - Operational Services	Completed	<ul style="list-style-type: none"> • Project Group convened. • Lease document finalised. • Work to commence July pending 2014/2015 Budget. • Work completed September, 2014.
OPERATIONAL SERVICES					
17/09/2013	Regional Development Assessment Panels	Support the focus of the proposal and review the recommendations at a later date	Strategic Project Officer	Ongoing	Waiting for outcomes of investigation by SELGA
18/03/2014	South East Animal Welfare League	Enter into a joint funding agreement with South East Animal Welfare League and District Council of Grant for a five (5) year term	Director - Operational Services	In Progress	Joint Funding Agreement Drafted - with SEAWL
17/06/2014	Civic Centre maintenance - external cladding	Release Expression of Interest (in conjunction with Country Arts SA)	Director - Operational Services	In Progress	Not started as yet
12/08/2014	Request for alterations to on-street parking - Bailey Street	Advise Courtney Jones of parking amendments, arrange for installation of amended parking restrictions	Team Leader - General Inspector	Completed	Linemarking completed and signage has been installed
12/08/2014	Request for alterations to on-street parking - Subway - Mitchell Street	Advise Subway of parking amendments, arrange for installation of amended parking restrictions	Team Leader - General Inspector	Completed	Signage has been installed
09/09/2014	Street Tree Planting Program 2015	Invite comment from residents and utilities affected by the plantings	Engineering Technical Officer	In Progress	Letters will be issued in November and a report provided at the December Council Meeting
09/09/2014	Railway Lands - Artistic Balustrade Design	Advise successful (Laura Wills) and unsuccessful submissions	Manager - Regulatory Services	Completed	Correspondence emailed on 18/09/2014

Cr Shearing seconded

Carried

2. **COMMITTEES** - Internal - Operational Services Committee - re Projects to be undertaken by the Operational Services Department, Engineering Division, during month - Ref. AF11/866

The Presiding Member reported the following works are to be undertaken/are currently being undertaken by the Operational Services Department, Engineering Division, during the month:

<u>Commenced Tasks</u>	<u>% Completed</u>
• Caroline Landfill (Cell construction only)	on hold
• Streetscaping / Paving City Centre (Ferrers Street to Compton Street)	80%
• Kennedy Avenue concrete footpath construction	65%
• Commerce Place Carpark Redevelopment	25%

Completed Tasks

- O'Leary Road (Calula Drive to Wireless Road West) kerbing and widening

Cr Richardson moved it be recommended the report be received.

Cr Von Stanke seconded

Carried

3. **PROPERTY MANAGEMENT - Railway Lands - Construction of the Amphitheatre - AF11/1373**

Goal: Building Communities

Strategic Objective: (i) Strive for an increase in services and facilities to ensure the community has equitable access and that the identified needs of the community are met

The Presiding Member reported:

- An invitation to provide quotations was recently sent to five (5) suitably qualified local contractors for the Construction of the Amphitheatre in the Railway Lands precinct;
- SMB Civil, Gambier Earth Movers, Dycer Constructions, Andrae Builders and DeBruin Group were invited to quote/tender the project as they are currently pre-qualified local contractors capable of successfully undertaking the works;
- all companies were provided with a detailed construction drawing and a scope of works that specified that the quotation needed to include excavation, drainage (Drainwell modular system) and concrete works only. Supply and laying pavers to the area was not to be included;
- three (3) quotations were received from the following contractors:

Contractor	Total Price (ex GST)	Comments
SMB Civil	\$102,534	Price excludes the supply and placement of the drainwell system
Gambier Earth Movers	\$249,249.22	Allowance of \$210,320 included for concrete construction works.
Dycer Constructions	\$135,126	PC Sum allowed for drainage grate and Drainwell modules (\$2,000)

- Andrae Builders withdrew from supplying a quotation and DeBruin Group did not provide a quotation;
- the current Railway Lands Project budget allowance for the construction of the amphitheatre is \$140,000 so the lowest two (2) quotations fall within this figure;

- (g) given Council is currently in 'Caretaker' mode, the maximum amount allowable for budget spending approval is \$100,000 or 1% of rate revenue (\$170,000), whichever is greatest.

Cr Richardson moved it be recommended:

- (a) The report be received;
- (b) Council accept the quotation supplied by SMB Civil at the cost of \$102,534 plus GST and authorise the Council Officers to negotiate the final price including the supply and placement of the Drainwell system (estimated at \$5,000) within the budget allowance of \$140,000 for that component of the Railway Lands project.

Cr Shearing seconded

Carried

4. OPERATIONAL SERVICES REPORT NO. 25/2014 - Environmental Management - Unconventional Gas Mining - Ref. AF14/38

Goal: Governance
Strategic Objective: (i) Demonstrate innovative and responsible organisational governance

Cr Richardson moved it be recommended:

- (a) Operational Services Report No. 25/2014 be received and noted;
- (b) Council write to Hon Tom Koutsantonis MP to thank him for his offer for another presentation. However, because Council has heard this presentation twice before respectfully decline.

Cr Shearing seconded

Carried

5. GOVERNANCE - Council Development Assessment Panel - Minutes of Meeting held 18th September 2014 - Ref. AF13/399

Goal: Governance
Strategic Objective: (i) Demonstrate innovative and responsible organisational governance

Cr Von Stanke moved it be recommended:

- (a) Minutes of the Council Development Assessment Panel meeting held on Thursday, 18th September 2014 be received;
- (b) the decisions made by the Council Development Assessment Panel be noted.

Cr Mutton seconded

Carried

CORPORATE AND COMMUNITY SERVICES COMMITTEE MINUTES – 14th October, 2014

moved that the minutes of the meeting held 14th October, 2014 be received.

seconded

1. FINANCIAL STATEMENT – as at 30th September, 2014

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Richardson moved it be recommended the financial statement as at 30th September, 2014 be received.

Cr Lee seconded

Carried

2. STRATEGIC MANAGEMENT - Internal - Corporate and Community Services Committee - Business Arising Table - Ref. AF11/1900

Goal: Governance

Strategic Objective: Develop an improved means of communication and engagement between Council and the community (including vulnerable communities) in the building of community capacity.

Cr Persello moved it be recommended that the Business Arising Schedule be recorded for information.

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CORPORATE AND COMMUNITY SERVICES					
20/11/2012	Establishment of City Development Framework		Chief Executive Officer	In Progress	<ul style="list-style-type: none"> • City Development Framework Sub-Committee established December 2013 to oversee project. • Professor John Martin engaged by Council • Draft Futures Paper being prepared, Professor John Martin in Mount Gambier 12 - 16th May, 2014. • May/June 2014 - consultation to commence to develop strategies. • Final Draft completed in July and desktop published for community consultation commencing 1st August - 29th August. • Integration of community feedback and completion of final document for Council endorsement

					October 2014.
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09/09/2014	Railway Lands - Artistic Balustrade Design	Advise successful (Laura Wills) and unsuccessful submissions	Manager - Regulatory Services	Completed	Correspondence emailed on 18/09/2014
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Cr Smith seconded

Carried

3. FINANCIAL MANAGEMENT – Audit – End of Year Audited Financial Statements 2013/2014 – Letter from Galpins – Ref. AF13/15

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

The Director – Corporate Services reported:

- (a) Councils Audit Committee resolved on 30th September, 2014:
- (i) In accordance with Section 126(4)(a) of the Local Government Act 1999 the Audit Committee advises that it has reviewed the annual financial statements of the Council for the year ended 30 June 2014 and is satisfied they present fairly the state of affairs of Council;
 - (ii) The Chief Executive Officer and Presiding Member of the City of Mount Gambier Audit Committee sign the statement to certify the independence of the Council Auditor, Galpins.
- (b) Together with the audited Annual Financial Statements, Council's Auditor has also provided his Independent Auditor's Report (http://www.mountgambier.sa.gov.au/council_financial_annual.asp?qid=8&p=1).
- (c) An internally prepared analyses of the 2013/2014 Audited Annual Financial Statements has been prepared for Members information.

Cr Smith moved it be recommended:

- (a) the Independent Auditor's Report be received;
- (b) the internally prepared Analyses of the 2013/2014 Annual Financial Statements be received;
- (c) the audited Annual Financial Statements for the year ended 30th June, 2014 be adopted.

Cr Richardson seconded

Carried

4. GOVERNANCE – Committees – Audit (Section 41) Committee – Minutes of Meeting held 30th September, 2014 – Ref. AF11/863

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

Cr Smith moved it be recommended:

- (a) the minutes of the City of Mount Gambier Audit Committee meeting held on 30th September, 2014 be received;

(b) recommendations (numbered 1 to 8) of the Audit Committee meeting held on Tuesday, 30th September, 2014 be adopted by Council.

1. **REPORTS FOR INFORMATION**

The above reports be received.

2. **EXTERNAL AUDITOR – END OF YEAR REPORT**

(a) the letter be received and contents noted;

(b) the Audit findings and recommendations be referred to the Council administration for attention and to the Audit Committee for ongoing monitoring;

(c) Councils External Auditor be advised of this course of action.

3. **AUDIT WORK PROGRAM 2007 – 2014**

The report be received.

4. **ADOPTION OF AUDITED FINANCIAL STATEMENTS**

(a) the report be received;

(b) in accordance with Section 126(4)(a) of the Local Government Act 1999 the Audit Committee advises that it has reviewed the annual financial statements of the Council for the year ended 30 June 2014 and is satisfied they present fairly the state of affairs of Council;

(c) the Chief Executive Officer and Presiding Member of the City of Mount Gambier Audit Committee sign the statement to certify the independence of the Council Auditor, Galpins.

5. **COUNCIL ANNUAL REPORT**

(a) the report be received.

(b) the draft Audit Committee, Annual Report entry be endorsed.

6. **LONG TERM FINANCIAL PLAN (LTFP)**

The report be received.

7. **FINANCIAL INTERNAL CONTROLS**

The report be received.

8. **TREASURY MANAGEMENT – ANNUAL REVIEW 2014**

The report be received.

Cr Persello seconded

Carried

5. **GOVERNANCE – Committees – City of Mount Gambier Junior Sports Assistance Fund (Section 41) – Minutes of Annual General Meeting held 17th September, 2014 – Ref. AF11/725**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

Cr Richardson moved it be recommended:

- (a) the minutes of the City of Mount Gambier Junior Sports Assistance Fund Annual General Meeting held on 17th September, 2014 be received;
- (b) the following recommendation (numbered 1 to 9) of the City of Mount Gambier Sports Assistance Fund be adopted by Council;

1. **STATEMENT OF INCOME AND EXPENDITURE - for period ended 30th June 2014**

The Statement of Income and Expenditure for the period ended 30th June 2014 detailing payments to or payments from the Fund with a 30th June 2014 audited cash balance of \$51,044 be received and adopted.

2. **GENERAL DEVELOPMENTS SINCE TWENTY EIGHTH ANNUAL MEETING**

The above reports be received.

3. **GENERAL MATTERS**

The report be received.

4. **SUB COMMITTEE APPOINTMENTS – authority to make decisions on applications**

The report be received.

5. **APPLICATIONS FOR FINANCIAL ASSISTANCE – Discretionary Assistance**

The report be received.

6. **APPLICATIONS FOR ASSISTANCE - Denied**

The report be received.

7. **MEMBER ORGANISATION CONTRIBUTIONS 2014/15**

- (a) that the report be received;
- (b) the Member Organisation contributions for the 2014/15 financial year continue to be based on the funding formula as adopted at the Annual Meeting of members held on 2nd August 2005 and as attached to this agenda/minutes (in respect of the required 2014/15 contributions);
- (c) the “previous five (5) year annual average” be interpreted and calculated on a rolling basis i.e. the previous five (5) year annual average include the then financial year just ended so that the

Member Organisation contributions reflect the most current figures and the new minimum payment be \$400 and the maximum payment be retained at \$800 apply for the 2014/15 financial year

8. **COMMERCIAL CLUB EXCEPTIONAL JUNIOR AWARD** - Annual Grant Initiative

The report be received.

9. **FINANCIAL SUPPORT TO JUNIORS - NOT ABLE TO ATTEND THE NATIONAL EVENT DUE TO INJURY OR ILLNESS**

The report be received.

Cr Smith seconded

Carried

6. **CORPORATE AND COMMUNITY SERVICES REPORT NO 64/2014** - Investment Review Yearly Report - 1st July 2013 - 30th June, 2014 - Ref: AF11/684

Goal: Governance

Strategic Objective: Fully integrate long term asset and financial plans with the annual business plan and annual budget

Cr Richardson moved it be recommended Corporate and Community Services Report No. 64/2014 detailing the Yearly Investment Review report for 2013/2014 be received.

Cr Persello seconded

Carried

7. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 66/2014** - City Development Framework – Futures Paper - Ref: AF13/125

Goal: Securing Economic Prosperity

Strategic Objective: (i) Foster the expansion of commerce and industry in a sustainable manner, considering industry, employment and climate change impacts, and enhance our positioning as the major centre for the region.
(ii) Support the development of our local economy, our unique local experiences and our capacity to grow visitation to our City.
(iii) Develop and implement a dynamic planning process to meet emerging economic, social and environmental conditions.

Cr Persello moved it be recommended:

- (a) Corporate and Community Services Report No. 66/2014 be received.
- (b) The Futures Paper now be received and endorsed, pending minor editorial amendments.
- (c) The Futures Paper be published and copies be made available for all people who participated and general availability via hard copy and Council's website.
- (d) The Futures Paper will be a component of the incoming Council's induction program, a base for the development of the new Strategic Plan and provides a reference point to assist the citizens of Mount Gambier to achieve their collective future.

- (e) The Members of the City Development Framework Sub Committee and Associate Professor John Martin be thanked for their facilitation of this project and to achieve the development of a document that reflects the aspirations of the community and guides the future long term development of the City of Mount Gambier.

Cr Smith seconded

Carried

8. **GOVERNANCE** - Committees - Community Engagement and Social Inclusion Sub Committee - Ref: AF12/376

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

Cr Maher moved it be recommended:

- (a) Council continues to promote a welcoming Mount Gambier as provided for in the Social Inclusion Charter;
- (b) Council recognises and values the contribution of people from a wide variety of backgrounds and cultures to Mount Gambier;
- (c) Council notes the important role of Council Members in promoting a welcoming and diverse community.

Cr Richardson seconded

Carried

MOTIONS WITH NOTICE - NIL

MOTIONS WITHOUT NOTICE

Meeting closed at

FM

**MEMBERS INFORMAL WORKSHOP
WEDNESDAY 1st OCTOBER, 2014**

Report

The Workshop was presented by Caroline Hill

Overview of the ICAN – Headspace application and details of proposed pilot program.

**RECORD OF PROCEEDINGS
Wednesday 1st October, 2014 at 5.30 p.m.
Committee Room, Level 4
Civic Centre
10 Watson Terrace, Mount Gambier**

MEMBERS PRESENT:-

Cr Richardson
Cr Von Stanke
Cr Smith
Cr Lee
Cr White
Cr Shearing
Cr Persello
Cr Maher

STAFF PRESENT:-

Mark McShane, Chief Executive Officer
Barbara Cernovskis, Manager Community Services and Development

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

Workshop concluded at 6.20 p.m.